

**EL CAMINO COLLEGE**  
**MINUTES OF THE COLLEGE CURRICULUM COMMITTEE**  
**April 28, 2020**

**CALL TO ORDER**

Meeting called to order at 2:32 p.m. by Chair Young.

**Recorder:** C. Escutia

**Members:**

*Present:* C. Cervantes, M. Chaban, W. Cox, C. Glover, M. Lipe, V. Lloyd, J. Minei, C. Striepe

*Absent:* E. Ambrosio, M. Anderson, R. Miranda, J. Shankweiler

**Ex-Officio Members:**

*Present:* L. Plum, M. Wolfenstein, L. Young

*Absent:* L. Justice, L. Suekawa

**Guests:** C. Gold (VPAA designee), L. Linka

**1. APPROVAL OF MINUTES**

The minutes of March 24, 2020 were approved via email by the College Curriculum Committee (CCC) on March 30, 2020.

**2. CHAIR'S REPORT:** College Curriculum Committee Chair – J. Young

Chair Young thanked C. Striepe for serving as the Standard Review representative for today's meeting and thanked M. Chaban for serving as the representative for the next meeting. She announced that C. Gold, Dean of Behavioral and Social Sciences, is serving as the VPAA's designee for today's meeting and thanked Dr. Gold for her participation.

Chair Young announced that Articulation Officer L. Suekawa was not able to attend the meeting today but sent a list of CSU and UC approvals/denials for courses she had submitted on behalf of the college. L. Suekawa stated that the courses were submitted for CSUGE and IGETC in December 2019, with a decision in April 2020. She stressed that the courses are not backdated to fall 2019 but have an effective date of fall 2020. She also noted that any time a course is submitted for GE it is with an effective date of the upcoming fall term.

Chair Young provided an update of the DE Expansion Project. She noted that the project was being conducted in three phases. Phase one, which included approval of the Blanket Emergency DE, was completed at the special CCC meeting held on March 17, 2020. Phase two, which is currently underway, focuses on DE approval for courses being offered in the summer, and Phase three focuses on courses for fall.

Chair Young reiterated that all SLO changes must be done via the SLO/PLO change form and not directly on the course outlines.

The standardization of the total hours for noncredit courses was presented. Total hours must be divisible by three. This still gives faculty the flexibility to determine the total number of hours that best fits the curriculum for each course and makes sure the classes can be scheduled within our established framework.

Chair Young explained that B. Knapp from Behavioral and Social Sciences has been entering courses into Curriculog and the process is going well. Curriculog will be ready for implementation in the fall. Chair Young thanked B. Knapp for her exemplary service.

Chair Young reminded the CCC representatives that they are a conduit for information between the CCC/DCC/Deans and they should share information after each meeting.

### **3. CURRICULUM REVIEW**

#### **A. Full Course Review**

The committee approved the following courses, which are ready for final action:

1. Anthropology 2 (ANTH 2)
2. Anthropology 2H (ANTH 2H)
3. Economics 1 (ECON 1) [**ECON 101**]
4. Economics 1H (ECON 1H) [**ECON 101H**]
5. Economics 2 (ECON 2) [**ECON 102**]
6. Economics 5 (ECON 5) [**ECON 100**]
7. Engineering 11 (ENGR 11)
8. Engineering 12 (ENGR 12)
9. Noncredit Construction Technology 1 (NCTE 1)
10. Noncredit Construction Technology 2 (NCTE 2)
11. Noncredit Construction Technology 3 (NCTE 3)
12. Noncredit Construction Technology 4 (NCTE 4)

#### **B. Full Program Review**

The committee approved the following programs, which are ready for final action:

1. Anthropology A.A. Degree
2. Anthropology AA-T Degree
3. Computer Science Certificate of Achievement
4. Construction Technology: Fundamentals of Construction Certificate of Competency
5. Economics A.A. Degree
6. Economics AA-T Degree
7. Human Development: General Studies A.A. Degree

#### **C. Consent Agenda Proposals**

The committee approved the following courses, which are ready for final action:

1. Air Conditioning and Refrigeration 6 (ACR 6)
2. French 21 (FREN 21)
3. French 22 (FREN 22)
4. Law 15 (LAW 15)
5. Law 16 (LAW 16)
6. Law 17 (LAW 17)
7. Law 20 (LAW 20)
8. Paralegal Studies 1 (PARA 1)

## **CURRICULUM DISCUSSION**

### **A. Full Course Review**

#### **Behavioral & Social Sciences Division**

ANTH 2H Honors Introduction to Cultural Anthropology was presented as a new course proposal.

The following courses were presented for course review:

ANTH 2 Introduction to Cultural Anthropology  
ECON 1 [101] Principles of Economics: Macroeconomics  
ECON 1H [101H] Honors Principles of Economics: Macroeconomics  
ECON 2 [102] Principles of Economics: Microeconomics Theory  
ECON 5 [100] Fundamentals of Economics

It was moved by C. Cervantes, seconded by C. Striepe, that the committee approve the course proposals. The motion carried.

It was moved by C. Cervantes, seconded by C. Striepe, that the committee approve the course delivery methods. The motion carried.

It was moved by C. Cervantes, seconded by C. Striepe, that the committee approve the conditions of enrollment. The motion carried.

#### **Industry and Technology Division**

The following courses were presented as new noncredit course proposals:

NCTE 1 Fundamentals of Construction  
NCTE 2 Basic Forklift  
NCTE 3 Occupational Safety and Health Administration (OSHA) 10 Certification  
NCTE 4 Occupational Safety and Health Administration (OSHA) 30 Standards for Construction Safety

It was moved by C. Glover, seconded by W. Cox, that the committee approve the course proposals. The motion carried.

It was moved by C. Glover, seconded by W. Cox, that the committee approve the course delivery methods. The motion carried.

It was moved by C. Glover, seconded by W. Cox, that the committee approve the conditions of enrollment. The motion carried.

#### **Mathematics Division**

The following courses were presented as new course proposals:

ENGR 11 Circuit Analysis  
ENGR 12 Circuit Analysis Laboratory

It was moved by V. Lloyd, seconded by C. Glover, that the committee approve the course proposals. The motion carried.

It was moved by V. Lloyd, seconded by C. Glover, that the committee approve the course delivery methods. The motion carried.

It was moved by V. Lloyd, seconded by C. Glover, that the committee approve the conditions of enrollment. The motion carried.

## **B. Full Program Review**

### **Behavioral and Social Sciences Division**

The Anthropology A.A. Degree was presented for program inactivation.

The following programs were presented for program revisions:

Anthropology AA-T Degree

Economics A.A. Degree

Economics AA-T Degree

General Studies A.A. Degree

It was moved by C. Glover, seconded by C. Cervantes, that the committee approve the program proposals. The motion carried.

### **Industry and Technology Division**

The Fundamentals of Construction Certificate of Competency was presented as a new noncredit program.

It was moved by J. Minei, seconded by C. Striepe, that the committee approve the program proposal. The motion carried.

### **Mathematics Division**

The Computer Science Certificate of Achievement was presented for program revision.

It was moved by C. Glover, seconded by W. Cox, that the committee approve the program proposal; M. Chaban abstained. The motion carried.

## **C. Consent Agenda Proposals**

It was moved by M. Chaban, seconded by J. Minei, that the committee approve the consent agenda proposals. The motion carried.

It was moved by M. Chaban, seconded by J. Minei, that the committee approve the consent agenda course delivery methods. The motion carried.

It was moved by M. Chaban, seconded by J. Minei, that the committee approve the consent agenda conditions of enrollment. The motion carried.

4. **CURRICULUM ADVISOR'S REPORT:** No report.

5. **VICE PRESIDENT'S REPORT:** No report.

6. **ANNOUNCEMENTS**

- CCC Meeting #5: May 12, 2020 – 2:30-4:30 p.m., via Zoom

7. **ADJOURNMENT**

Chair Young called for a motion to adjourn the meeting. M. Chaban moved to adjourn, C. Glover seconded, and the motion carried. Meeting was adjourned at 3:17 p.m.

Approved Curriculum Changes Proposed for 2021-2022

Modification Type	Division	Course/Program Information	Rationale/Action	Curriculum Committee Approval Date
2-Year Course Review	BUSI	LAW 15 Civil and Criminal Evidence	2-year course review; Added new DE version (online/hybrid)	4/28/2020
2-Year Course Review	BUSI	LAW 16 Civil Procedure	2-year course review; Added new DE version (online/hybrid)	4/28/2020
2-Year Course Review	BUSI	LAW 17 Legal Research and Writing	2-year course review; Added new DE version (online/hybrid)	4/28/2020
2-Year Course Review	BUSI	LAW 20 Paralegal Seminar	2-year course review; Added new DE version (online/hybrid)	4/28/2020
2-Year Course Review	BUSI	PARA 1 Introduction to Paralegal Studies	2-year course review; Added new DE version (online/hybrid)	4/28/2020
2-Year Course Review	ITEC	ACR 6 Refrigeration and Air Conditioning Control Systems	2-year course review; Added new DE version (online/hybrid)	4/28/2020
Course Review	BSSC	ANTH 2 Introduction to Cultural Anthropology	Course review; Change to conditions of enrollment; Added new DE version (hybrid)	4/28/2020
Course Review	BSSC	ECON 1 [101] Principles of Economics: Macroeconomics	Course review; Changes to conditions of enrollment; course number; Added new DE version (hybrid)	4/28/2020
Course Review	BSSC	ECON 1H [101H] Honors Principles of Economics: Macroeconomics	Course review; Changes to catalog description; conditions of enrollment; course number; Added new DE version (online/hybrid)	4/28/2020
Course Review	BSSC	ECON 2 [102] Principles of Economics: Microeconomics Theory	Course review; Changes to conditions of enrollment; course number; Added new DE version (hybrid)	4/28/2020
Course Review	BSSC	ECON 5 [100] Fundamentals of Economics	Course review; Changes to conditions of enrollment; course number; Added new DE version (hybrid)	4/28/2020

Approved Curriculum Changes Proposed for 2021-2022

Course Review	HUMA	FREN 21 Beginning Conversational French	Course review; Added new DE version (online/hybrid)	4/28/2020
Course Review	HUMA	FREN 22 Intermediate Conversational French	Course review; Added new DE version (online/hybrid)	4/28/2020
New Course	BSSC	ANTH 2H Honors Introduction to Cultural Anthropology	New course; Added new DE version (online/hybrid)	4/28/2020
New Course	MATH	ENGR 11 Circuit Analysis	New course; Added new DE version (online/hybrid)	4/28/2020
New Course	MATH	ENGR 12 Circuit Analysis Laboratory	New course; Added new DE version (online/hybrid)	4/28/2020
New Noncredit Course	ITEC	NCTE 1 Fundamentals of Construction	New noncredit course	4/28/2020
New Noncredit Course	ITEC	NCTE 2 Basic Forklift	New noncredit course	4/28/2020
New Noncredit Course	ITEC	NCTE 3 Occupational Safety and Health Administration (OSHA) 10 Certification	New noncredit course; Added new DE version (online/hybrid)	4/28/2020
New Noncredit Course	ITEC	NCTE 4 Occupational Safety and Health Administration (OSHA) 30 Standards for Construction Safety	New noncredit course; Added new DE version (online/hybrid)	4/28/2020
New Noncredit Program	ITEC	Fundamentals of Construction Certificate of Competency	New noncredit program	4/28/2020
Program Inactivation	BSSC	Anthropology A.A. Degree	Program inactivation	4/28/2020
Program Revision	BSSC	Anthropology AA-T Degree	Program revision; Change to course requirements	4/28/2020
Program Revision	BSSC	Economics A.A. Degree	Program revision; Change to course requirements	4/28/2020
Program Revision	BSSC	Economics AA-T Degree	Program revision; Change to course requirements	4/28/2020
Program Revision	BSSC	General Studies A.A. Degree	Program revision; Change to course requirements	4/28/2020
Program Revision	MATH	Computer Science Certificate of Achievement	Program revision; Changes to course names; course requirements	4/28/2020